

Bulk Chemical Unloading – Best Practices and Guidance

Are You Aware that bulk transportation and unloading of chemicals into bulk tanks is a regular occurrence at many food plants? Care must be taken to maintain bulk unloading areas and SOPs followed in order to safely transfer product from the tanker truck to the bulk tank.

Items to verify and check within unloading process include but aren't limited to:

- **Unloading Area: Preparation of bulk unloading area prior to truck delivery**
 - Are all bulk tanks properly labeled with product name, proper labeling for hazards, etc.?
 - Is bulk chemical piping going to tanks properly labeled with product in tank?
 - Are there locking caps on the quick couple or cabinet that houses the unloading lines, secured with locks?
 - Are sewers secured in case of leaks into the containment? Need to isolate from POTW or waterways.
 - Are truck chocks available in the immediate area? Able to isolate area during unloading process?
 - Is spill response equipment and safety equipment available?
 - Is there a functional safety shower in the immediate area?

- **At time of delivery and prior to unloading – CRITICAL**
 - Plant personnel should assist in the unloading process.
 - REVIEW ALL PAPERWORK! Bill of Lading, Bulk Unloading Information/Form, and Labels.
 - Verify that the product customer ordered matches incoming product and volume.
 - CHECK and double check the product name in the bulk tank, tanker truck, compartment number in truck.
 - Verify capacity of storage tank and amount of product can safely be unloaded into the designated tank.
 - Driver prepares their truck. Plant personnel verify and unlock appropriate unloading line to bulk tank.
 - Review and complete all paperwork, complete all unloading forms, Read Bill of Lading Carefully BEFORE unloading product into the tanker. Signatures and date required.
 - Wear Proper PPE when unloading.
 - Bulk unloading process needs to have personnel present when unloading is underway in the immediate area, who can assist and respond in the unloading process. THE DRIVER MUST REMAIN WITH HIS VEHICLE DURING THE UNLOADING. THE CUSTOMER'S UNLOADING SUPERVISOR MUST MONITOR THE STORAGE TANK AND UNLOADING LINES AND NOTIFY DRIVER TO CEASE OFF-LOADING IN THE EVENT OF ANY DIFFICULTIES.

Hydrite utilizes their own fleet of bulk delivery tank trucks as well as utilizes outside, 3rd party transportation companies for deliveries.

It is critically IMPORTANT to have both parties (driver and customer) read and review Bill of Lading, Shipment Papers, Connections, Bulk Tank selection, and available room in storage tank BEFORE unloading! Sign and initial the paperwork before unloading confirming documents, connections, and available tank volume. Our BOL now has a spot at the bottom for a final signature with the wording "All products received in good order. Or list discrepancies_____."

Reach out to the **RITE team** for more on bulk chemical unloading best practices.